

### **INVITATION TO BID**

SEALED PROPOSALS will be received in the Purchasing Office, City Hall, Room 2-45, 815 Washington Street, Reading, Pennsylvania, until 3:00 P.M., Friday, September 13, 2013, for the purpose of retaining qualified professional service providers for technical assistance from qualified professional service providers that have demonstrated experience with the HUD Environmental Review Record Requirements. The consultant on behalf of the City of Reading will prepare the Environmental Review Records for the new Consolidated Plan period of January 1, 2014 to December 31, 2018 in accordance with the federal regulations for the Community Development Department, City of Reading, Pennsylvania, as per specifications on file in the Purchasing Office.

Specifications and proposal forms, upon which all proposals must be submitted, can be obtained in the Purchasing Office, City Hall, Reading, PA.

The City of Reading reserves the right to accept or reject any or all proposals, and to accept or reject any part of a proposal that may not be in the public interest.

TAMMI REINHART  
Purchasing Coordinator

**IF YOU WISH TO RECEIVE A BID PACKET FOR THE ABOVE CONTRACT,  
PLEASE FILL IN THE BELOW INFORMATION AND FAX TO THE CITY OF  
READING AT 610/655-6427 AND WE WILL MAIL THE PACKET TO YOU.**

**COMPANY NAME:** \_\_\_\_\_

**PERSON REQUESTING:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**PHONE & FAX #'S:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_